Logistics Management Institute

Administering the Navy Virtual Library, Version 1.0

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Overview

DESCRIPTION

This report contains the information and procedures necessary to manage the Internet services and information available through the Navy Virtual Library (NVL) World Wide Web (WWW) site: http://nvl.lmi.org.

AUDIENCE

The first three chapters of this report are intended for use by the technical personnel charged with managing the Internet services available through the WWW site. The report is written with the assumption that this audience has

◆ experience in UNIX system administration,

◆ root-level access on the machine hosting NVL WWW services,

◆ experience with the configuration and maintenance of the Web server running on the machine hosting NVL WWW services, and

◆ access to all vendor-supplied documentation for the operating system and all services running on the host machine.

Chapter 4 is intended for resource administrators—typically librarians at the user's site or the staff that provides these electronic information sources.

SCOPE

This report contains the following types of information about the NVL Web site:

◆ Mission

◆ System requirements

◆ Server installation and configuration

◆ Directory structure

♦ Instructions for performing various administrative functions

♦ Instructions for adding a new search or order resource.

VIRTUAL LIBRARY MISSION

The Navy research, development, test, and evaluation (RDT&E) and fleet support community is composed of the four warfare centers (Naval Air Warfare Center; Naval Command, Control and Ocean Surveillance Center; Naval Surface Warfare Center; and Naval Undersea Warfare Center) and the Naval Research Laboratory (NRL). NRL and the centers perform activities ranging from basic scientific research to engineering support to the fleet. These activities incorporate scientific and technical information from numerous sources and often result in the creation of new knowledge and information.

The Navy Lab/Center Coordinating Group's Computing Committee and the Librarian of the Navy tasked the Logistics Management Institute with determining the requirements of this community for scientific and technical information discovery and delivery. One of the challenges of providing scientific and technical information for this community is that the user needs vary widely. These requirements depend on the

♦ discipline in which the user is working,

♦ stage in the RDT&E process being supported,

♦ timeliness required in response,

♦ importance of a definitive answer, and

♦ budget for the required piece of information

About 15,000 people in this community require a source of scientific and technical information. Given the extremely variable nature of the support required, a system that provides all types of service, regardless of user location and at a range of service levels and prices, is required.

To provide such a service, an alternative to the current approach of site-specific systems is needed. The growing availability of software for, and ubiquity of, the Internet make it a key component of this type of alternative scientific and technical information system. Because of its ability to distribute information regardless of geographic location, and the buying power of the entire community, a broader variety of information resources can be made available on demand. A system designed under a client-server architecture can offer site- or discipline-specific interfaces and collections of information resources through client customization.

The NVL is the first iteration of a long-term program to use Internet services and resources to facilitate the accumulation, compilation, analysis, and dissemination of scientific and technical information among the laboratories and centers that comprise the Navy's research community.

SYSTEM REQUIREMENTS

Hardware

The system hardware should be able to run a Solaris or Linux operating system.

Software

The system has been tested on SunOS 4.1.4, Solaris 2.5.1, and Linux 2.0.32. For the database back end, Solaris 2.x or later is preferred. File and directory information in the scripts assumes a UNIX file system.

The NVL software system currently requires the following additional programs or packages:

- *MySQL 3.21.22-beta or later*—For documentation and a copy of the current version of MySQL, see the MySQL Web site: http://www.tcx.se.

- *Perl 5.004.04 or later*—For documentation, information, or a copy of the latest version of Perl, see the Perl Web site: http://www.perl.com. The NVL applications expect to find a copy of Perl 5.x in the path/usr/local/bin/perl5.

- *Perl DBI 0.91 or later*—This should be provided with the latest version of MySQL.

- *Perl mysql DBD*—This should be provided with the latest version of MySQL.

- *Web server*—This should have secure sockets layer (SSL) support and a certificate for the NVL site.

The NVL system has been tested only with Netscape Commerce Server 1.1, but it should work with any Web server that supports SSL, National Center for Supercomputing Applications (NCSA) user authentication, and server-side includes.

DOCUMENT CONVENTIONS

This report uses the following conventions:

- System commands appear in **boldface**.

- Directory paths appear in **boldface**.

- Symbolic names appear in *italics*. Symbolic names within system commands or directory paths appear in ***bold italic*** font. (Italics are also used for *emphasis*.)

Chapter 2
Installation and Configuration

OVERVIEW

This chapter describes the configuration of the NVL http[1] server and summarizes the procedures necessary to configure the NVL. The procedures were written with the assumption that the reader is experienced in performing standard system configuration and administration procedures within a UNIX operating system. The configuration and system administration procedures require *root* or *super-user* access to accomplish.

INSTALLATION

The NVL software system is currently installed under the path **usr/local/nvl** on the host system. This directory should be created during the install process if it does not already exist. The rest of the installation instructions assume that **usr/local/nvl** is the *nvlroot* directory path, i.e., the top level of the server directory path.

The procedure to install NVL software is as follows:

1. Change to the *nvlroot* directory with the command **cd/usr/local/nvl**.

2. Extract the NVL archive into the *nvlroot* directory with either of the following commands:

   tar xzvf <path_to_nvl_archive>/nvl-1.0.tar.gz

   or

   zcat <path_to_nvl_archive>/nvl-1.0.tar.gz | tar xvpf .-

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[1] Short for hypertext transfer protocol, the underlying protocol used by the WWW. It defines how messages are formatted and transmitted, and what actions Web servers and browsers should take in response to various commands.

If your operating system does not have a **tar** or **zcat** utility that understands GNU zipped (.gz) files, you can find a copy at the GNU archive at ftp://prep.ai.mit.edu/pub/gnu/gzip-1.2.4.tar.[2]

The extraction should yield the base NVL system installation files. The files include a **README** file that contains updated installation and configuration information, and the main NVL **tar** archive.

3. At this point, you should be able to run the install script using the command **install**. The script will start by asking a few simple questions, then install the NVL on your host.

This completes basic installation of the NVL. However, completion of installation does not mean that the NVL is ready to run. Several configuration tasks are necessary; these tasks are summarized in the following section.

CONFIGURATION

Several configuration adjustments must be made prior to running the NVL to ensure it runs smoothly with the operating system and has access to requisite system resources.

Start-up

The NVL start-up script, *nvlroot/etc/nvl-startup*, should be modified to meet your system configuration and added to the system start-up routines. Although not necessary, it is a good idea to modify the system start-up script so that the NVL Web server is launched *after* the database it accesses.

Web Server Configuration

The details of Web server configuration and maintenance are beyond the scope of this document. This chapter summarizes the general requirements for any Web server to be used for the NVL.

◆ Since the NVL system deals with fee-based services, an SSL should be made available for secure user sessions.

◆ The Web server needs to support NCSA-style user/password authentication for access to the server.

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[2] GNU is "GNU's not UNIX," a UNIX -compatible software system. Anyone can download, modify, and redistribute GNU software because the philosophy behind it is to produce software that is nonproprietary. The only restriction is that they cannot limit further redistribution.

◆ The password files used by the NVL system *must* consist of separate files for the "regular" users (i.e., customers) and administrative users.

◆ The Web server must support server-side includes in the NVL document tree, *nvlroot*/**httpd/htdocs/**.

Recurring Administration Tasks

Several server and system administration tasks should be performed on a recurring basis.

The various NVL processes log information to files under the *nvlroot*/**log** directory. Depending on the activity levels of the NVL system, these files may need to be pruned or rotated.

New user names and passwords should be added to the Web server authentication files. There are sample files in the *nvlroot*/**etc** directory that can be modified to perform these tasks if run from **cron**. For details, look at Perl scripts **gen-nvladmpwf.pl** and **gen-nvlpwf.pl**.
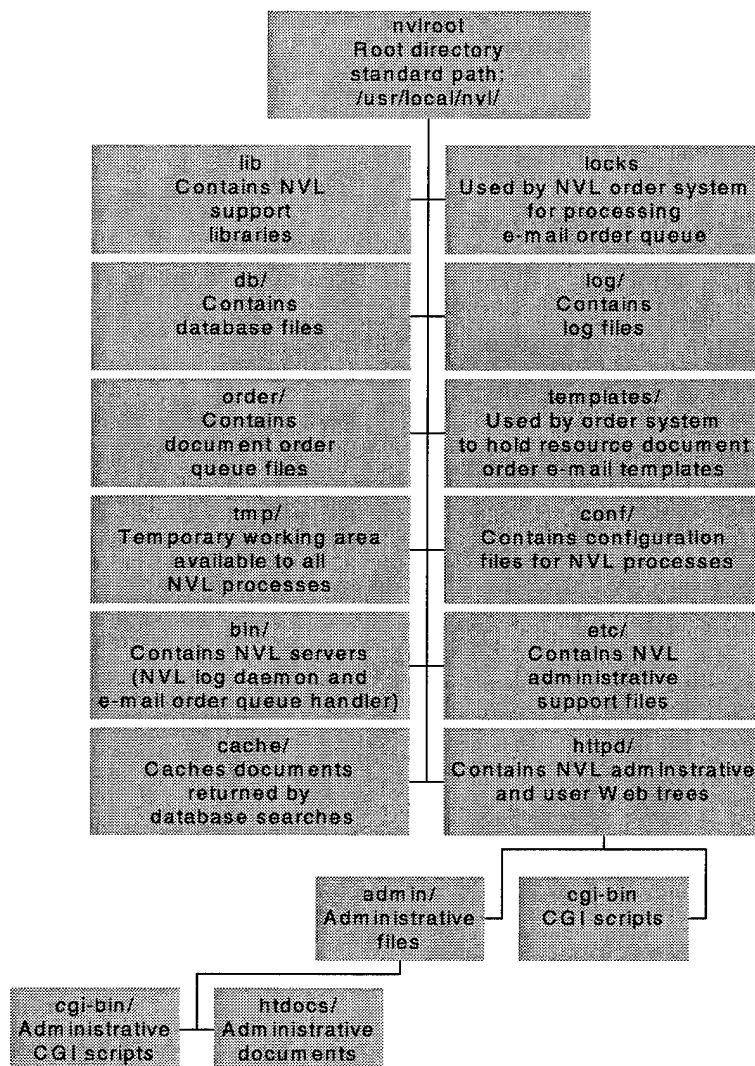
The NVL search resource cache directory should be cleaned periodically to avoid returning stale data as search results. The current policy is to remove all cached documents that have not been updated in the last 7 days. The policy for cleaning the search cache should balance cost savings due to fewer search resource downloads and the cost of returning potentially incorrect or out-of-date information.

Chapter 3
Directory Structure

Figure 3-1 depicts the structure of Version 1.0 of the NVL. Descriptions of the contents of the NVL directories follow.

Figure 3-1. Directory Structure of the NVL, Version 1.0

```
                        nviroot
                     Root directory
                     standard path:
                     /usr/local/nvl/

        lib                              locks
   Contains NVL              Used by NVL order system
     support                        for processing
    libraries                     e-mail order queue

        db/                              log/
     Contains                         Contains
   database files                     log files

       order/                          templates/
     Contains                   Used by order system
  document order            to hold resource document
   queue files              order e-mail templates

       tmp/                             conf/
 Temporary working area     Contains configuration
     available to all        files for NVL processes
    NVL processes

        bin/                             etc/
  Contains NVL servers            Contains NVL
  (NVL log daemon and            administrative
e-mail order queue handler)       support files

      cache/                            httpd/
  Caches documents         Contains NVL administrative
     returned by               and user Web trees
  database searches

                    admin/              cgi-bin
               Administrative         CGI scripts
                   files

    cgi-bin/            htdocs/
 Administrative      Administrative
  CGI scripts          documents
```

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The **bin/** subdirectory contains NVL servers. This currently consists of the NVL log daemon and the e-mail order queue handler.

The **cache/** subdirectory is used to cache documents returned by database searches for subsequent retrieval. This is to reduce costs incurred by frequent retrieval of popular documents. This directory should be periodically cleaned to avoid serving stale documents. The cleaning interval should be balanced between cost savings in document retrieval and the possibility of returning incorrect or out-of-date information. There is currently no standard formula for making this determination.

The **conf/** subdirectory contains various configuration files for NVL processes. This currently consists of the DIALOG search resource configuration, the NVL log daemon configuration, and the NVL order resource configuration information.

The **db/** subdirectory contains database files. These files are not required to exist under the NVL root directory, but this placement is recommended to keep the NVL system in one location.

The **etc/** subdirectory contains various NVL administrative support files.

The **httpd/** subdirectory contains the NVL administrative and user Web trees. The administrative document root is located under the path **httpd/admin/htdocs**, and the user document root is in **httpd/htdocs**. The CGI areas for each server are located in **httpd/admin/cgi-bin** and **httpd/cgi-bin**, respectively.[1]

The **lib/** subdirectory contains all NVL support libraries.

The **locks/** subdirectory is used by the NVL order system for processing the e-mail order queue.

The **log/** subdirectory contains the various NVL log files.

The **order/** subdirectory contains the document order queue files.

The **templates/** subdirectory is used by the NVL order system to hold resource document order e-mail templates.

The **tmp/** subdirectory is the temporary working area available to all NVL processes as needed.

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[1] CGI stands for common gateway interface, a specification for transferring information between a WWW server and a CGI program. A CGI program is any program designed to accept and return data that conforms to the CGI specification.

Chapter 4
Navy Virtual Library Administrative Functions

OVERVIEW

This chapter discusses the use of the NVL administrative functions. These functions differ from system administration functions in that they involve management of organization and user profiles within the NVL system, including the allocation of funds and resources both on a per organization and per user level.

NVL administrative functions are accessed through a password-protected area of the NVL Web site. Only individuals authorized to access the administrative functions will be able to access the organization and user profiles; this level of access is provided in one of two ways:

◆ By the system administrator when setting the profile of users authorized to perform NVL administrative functions

◆ By an authorized user setting up a user's account through the NVL administrative functions and giving that user administrative permission.

NVL administrative functions include the following:

◆ Management of organization and user profiles

◆ Allocation of funds from the various deposit accounts available to an organization

◆ Control of access to specific resources on a per organization or per user basis.

This chapter is intended for the reader with a working knowledge of administrative procedures within the Navy research and development community, particularly with respect to the use of government and commercial scientific and technical information databases. The NVL administrative procedures use terminology that is standard for scientific and technical information research within the Navy research and development community.

NVL administrative functions are all performed by completing required and optional fields on hypertext marking language (HTML) forms, then submitting the completed forms for processing by CGI scripts in the NVL Web site.

ACCESS

Accessing the NVL Administration Home Page

Access to the NVL administrative functions is through a designated port at the NVL Web server. The port currently used is 2002; the system administrator may designate another port. To access the NVL administrative functions, launch the Web browser of your choice and perform the following procedure:

1. Enter the following uniform resource locator (URL):
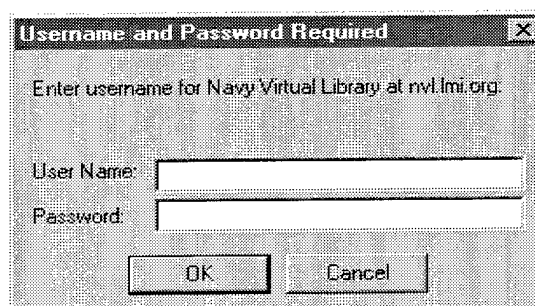
   http://nvl.*domain.name*:*port-number*, where

   nvl.*domain.name* is the URL of the NVL Web site and

   port-number is the port designated for access to the NVL administrative functions.

   Example: http://nvl.lmi.org:2002

   The Web server will respond with a login window (Figure 4-1).

   Figure 4-1. NVL Login Screen

2. Enter your user name and password. The password will appear in display-protected mode, meaning that you will see a string of ***** in place of the actual password characters. Use the TAB key on your keyboard or the mouse to move between fields. *Do not use the ENTER key on your keyboard to move between fields on the login window. Pressing the ENTER key is the same as clicking on the OK Button.* Click the OK button or press the ENTER key on your keyboard when you finish entering your account information.

The NVL server will respond with the NVL administration home page if the login is successful. If the login is not successful, the NVL server will display a login failure message and request that you re-attempt login.

Once access to the NVL Web server is established, it is maintained throughout your current browser session. Access ends when you close your browser window.

Accessing the NVL Administrative Functions

On the NVL Administration home page, click on the **Login** link in the upper part of the left frame. This will display the NVL administrative functions Profile Management menu (Figure 4-2).

Figure 4-2. NVL Profile Management Menu
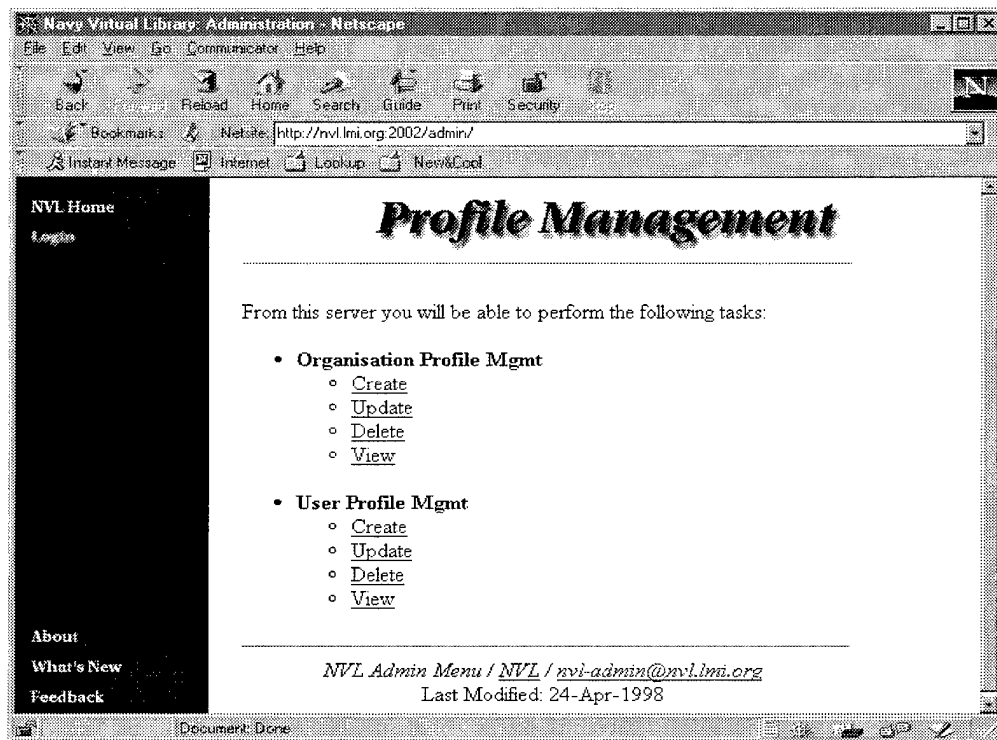
The Profile Management menu contains two sets of links: Organisation Profile Mgmt and User Profile Mgmt. Every user must be assigned to an organization. The proper procedure for creating an organization is to link it to an existing parent organization containing authorized user profiles.

ORGANIZATION PROFILE MANAGEMENT

The Organisation Profile Mgmt menu enables you to create, update, delete, and view organizational profile information. Procedures for using these functions follow.

Viewing an Organization Profile

To view an organization profile, click on the View link in the Organisation Profile Mgmt menu. The View NVL Organisation Profile page will appear (Figure 4-3).

Figure 4-3. View NVL Organisation Profile Page

One organization profile is displayed per page. To page through the organization profiles, click on the **Next**, **Prev**, **First**, or **Last** keys. Many of the entries for a View NVL Organisation Profile page are links; clicking on them will display more information about the entry. For example, in Figure 4-3, the entry for Librarian **rfirefly** is a link; clicking on **rfirefly** will display user profile information about librarian R. Firefly. The following information is linked to an organization profile:

- ◆ Parent organization

- ◆ User profiles for the librarian and administrator

◆ Fund information

◆ Research search and order information.

Returning to the Profile Management Menu

To return to the Profile Management menu, either click on the **Main Menu** button at the bottom of any view page or backtrack through the browser.

Creating an Organization Profile

To create an organization profile, click on the **Create** link in the Organisation Profile Mgmt menu. This will display the Create NVL Organisation page (Figure 4-4).

The page is an HTML form that enables you to quickly create a profile through a combination of selections and entries. The Parent Organisation and Library are selected by choosing from pull-down lists. The Name, Librarian, and Administrator fields are simple data entry fields. Note that information is required for every field *except* that of Administrator.

Options available from this page include the following:

◆ **Create Profile**: Creates the organization profile using the information from the completed form.

◆ **Allocate Funds**: Enables you to allocate search and order funding to the organization. (This option is also available through the **Update** link on the Organisation Profile Mgmt menu.)

◆ **Allocate Resources**: Enables you to designate which of the available scientific and technical information search and order resources the new organization may use. (This option is also available through the **Update** link on the Organisation Profile Mgmt menu.)

◆ **Reset**: Clears the form to facilitate reentry of profile information.

◆ **Cancel**: Cancels creation of the organization profile and returns the Profile Mgmt menu.

Figure 4-4. Create NVL Organisation Page

An example of the successful creation of an organization profile appears in Figure 4-5. The links on this page enable you to view more information about the parent organization, library, librarian, administrator, funds allocation, and resource allocation.

Updating an Organization Profile

To update the information in an organization profile, click on the **Update** link from the Organisation Profile Mgmt menu on the Profile Management menu. A pull-down selection list of existing organizations for which you have update authority will appear. Select the desired organization from the pull-down list and click on the **Ok** button. The Update NVL Organisation page will appear. The fields and options on this page are the same as those on the Create NVL Organisation page (Figure 4-4) except there is an **Update Profile** button instead of a **Create Profile** button.

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Figure 4-5. Successful Creation of Organization Profile

The Update NVL Organisation page enables you to update any or all of the following fields:

♦ Name: Enter the new or corrected organization name.

♦ Library: Select the appropriate library from the pull-down list.

♦ Librarian: Enter the new or corrected name of the librarian.

♦ Administrator: Enter the new or corrected name of the administrator.

♦ Status: Select the appropriate status (Active, Inactive, Deleted) from the pull-down list.

♦ Funds Allocation: Click on the **Allocate Funds** button.

♦ Resource Allocation: Click on the **Allocate Resources** button.

When all desired changes have been made, clicking on the **Update Profile** button will launch a script that updates the organization profile.

Allocating Funds

You may allocate funds to an organization when it is created or by using the **Update** link on the Organisation Profile Mgmt menu and clicking on the **Allocate Funds** button at the bottom of the Update NVL Organisation page. This displays an addition to this page—the addition displays Fund Information (Figure 4-6).

Figure 4-6. Fund Information Update Fields (Organization)

Fund Information is displayed for all available funds. Available data entry fields for each fund include the following:

◆ Add: Allocate funds to the organization.

◆ Org Limit: Limit the amount of allocated funds available to the organization.

◆ User Limit: Limit the amount of allocated funds available to a user within the organization.

Enter the appropriate dollar amounts in each field, then click on the **Update Profile** button. The Fund Information for the organization profile will be updated and appear on an Update NVL Organisation page.

The **Reset** and **Cancel** buttons are available to clear the Fund Information entries or cancel the update operation.

Allocating Resources

You may allocate scientific and technical information Search Resources and Order Resources to an organization when it is created or by using the **Update** link on the Organisation Profile Mgmt menu and clicking on the **Allocate Resources** button at the bottom of the Update NVL Organisation page. This displays an addition to the page—the addition displays resource information (Figure 4-7).

Figure 4-7. Resource Information

Resources are separated into Search Resources and Order Resources. Resource information for the organization includes a list of available scientific search and order resources; the title of each resource is a link to a page that describes the re-source. The line entry for each search resource also includes two check boxes that indicate whether search and/or order capability has been allocated to the organization. The line entry for each search resource includes a pull-down list from which you can choose the appropriate fund to debit when the resource is used. Available Order Resources appear in a list located below Search Resources. The

line entry for each order resource includes a Debit Account pull-down list to select the appropriate account to debit when the order resource is used and check boxes to select appropriate Delivery Methods and Order Methods for that resource.

To update the information for a particular resource, do the following:

1. For Search Resources

    ◆ Use the Debit Account pull-down list to select the appropriate fund to debit when the resource is used.

    ◆ Check or uncheck the order box to enable or disable order capability for the resource.

    ◆ Check or uncheck the search box to enable or disable search capability for the resource.

2. For Order Resources

    ◆ Use the Debit Account pull-down list to select the appropriate fund to debit when the resource is used.

    ◆ Check or uncheck the appropriate Delivery Methods boxes.

    ◆ Check or uncheck the appropriate Order Methods boxes.

3. Click on the **Update Profile** button. An updated profile page will be displayed.

The **Reset** and **Cancel** buttons are available to clear the resource entries or cancel the update operation.

Deleting an Organization Profile

To delete an organization profile, access the Organisation Profile Mgmt menu and click on the **Delete** link. A pull-down list of organizations will appear, from which you can select the organization whose profile you wish to delete. After selecting the organization whose profile you wish to delete, click the **Ok** button. The Delete NVL Organisation page will appear (Figure 4-8).

To confirm deletion of the organization profile, click the **Delete Profile** button. To abort the deletion, click the **Cancel** button. Clicking the **Delete Profile** button will cause the profile to be deleted and a confirmation message to be displayed. Attempts to delete an organization with existing suborganizations or users will fail and display an appropriate error message.

Figure 4-8. Delete NVL Organisation Page

USER PROFILE MANAGEMENT

The User Profile Mgmt menu enables you to create, update, delete, and view user profile information. Procedures for using these functions appear in the following subsections.

User profile data overrides the default profile data provided by an organization. By default, a user will have access to all resources available to their organization.

Viewing a User Profile

To view a user profile, click on the View link in the User Profile Mgmt menu. The View NVL User page will appear (Figure 4-9). One user profile is displayed per page. To page through the organization profiles, click on the **Next, Prev, First,** or **Last** keys. Many of the entries for a View NVL User page are links; clicking on them will display more information about the entry. User profile entries that are links include Organisation, Email, Search Resources, and Order Resources.

Figure 4-9. View NVL User Page

Returning to the Profile Management Menu

To return to the Profile Management menu, either click on the **Main Menu** button at the bottom of any view page or backtrack through the browser.

Creating a User Profile

To create a user profile, click on the **Create** link in the User Profile Mgmt menu. This will display the Create NVL User page (Figure 4-10). Most fields in the form are data entry; required fields are flagged with an *. The Organisation and User Type fields are pull-down lists. For each field, select the appropriate entry. The Organisation field associates the user with a particular organization. The User Type field designates the type of user and determines the types of operations the user will be authorized to perform.

Figure 4-10. Create NVL User Page

The following options are available from this page:

◆ **Create Profile**: Creates the user profile using the information from the completed form.

◆ **Allocate Funds**: Enables you to allocate search and order funding to the user. (This option is also available through the **Update** link on the User Profile Mgmt menu.)

◆ **Allocate Resources**: Enables you to designate which of the available scientific and technical information search and order resources the user may use. (This option is also available through the **Update** link on the User Profile Mgmt menu.)

◆ **Reset**: Clears the form to facilitate reentry of profile information.

◆ **Cancel**: Cancels creation of the user profile and returns to the Profile Management menu.

An example of the successful creation of a user profile appears in Figure 4-11. The links on this page enable you to view more information about the parent organization and initiate an electronic mail message to the user.

Figure 4-11. Newly Created User Profile

NVL Home	**NVL User Profile Created**
Profile Management	**User Information**
	Username: ewagstaf
	Organisation: NVL Admin Documentation
	Status: Active
	Type: End User
	Last Modified: 31-May-1998 at 18:31:03
	Prof. Wagstaff, Earnest
	Dept. of Aeronautics
	University of Hard Knox
	44th & Wright Avenue
	Dayton, OH 45302 USA
	Phone: 937-427-0660
	Fax: 937-427-0669
About	Email: wagstaff@hardknox.edu
	Fund Information
What's New	No funds allocated
	Resource Information
Feedback	No resources available
	Password: juHaZ5Q

Note: This is the only time a clear-text copy of the user's password will be available. It is important to save or print this page for later reference. At this time, changing a user's password requires that manual steps be taken by the administrator of the NVL hosting system.

Updating a User Profile

To update the information in a user profile, click on the **Update** link from the User Profile Mgmt menu on the Profile Management menu. A pull-down selection list of existing users for which you have update authority will appear. Select the desired user from the pull-down list and click on the **Ok** button. The Update NVL User page will appear. The fields and options on this page are the same as those on the Create NVL User page (Figure 4-10) except that there is an **Update Profile** button instead of a **Create Profile** button.

The Update NVL User page enables you to update any or all of the user profile fields. The page also enables you to Allocate Funds and Allocate Resources for

the user in the same manner as allocating funds and resources for an organization. Options available from the Update NVL User page include the following:

◆ Allocate Funds

◆ Allocate Resources

◆ Reset, i.e., clear all fields on the form for data entry

◆ Update Profile

◆ Cancel the update transaction.

When all desired changes have been made, clicking on the **Update Profile** button will launch a script that updates the user profile. The **Cancel** button may be used to cancel the update transaction at any time.

Allocating Funds

You may allocate funds to a user when their profile is created or by using the **Update** link on the User Profile Mgmt menu and clicking on the **Allocate Funds** button at the bottom of the Update NVL User page. This displays an addition to the page—the addition displays Fund Information (Figure 4-12).

Fund Information is displayed for all available funds. Available data entry fields for each fund include the following:

◆ Add: Allocate funds to the user

◆ User Limit: Limit the amount of allocated funds available to the user.

Figure 4-12. Fund Information Update Fields (User) Page

Enter the appropriate dollar amounts in each field, then click on the **Update Profile** button. The Fund Information for the user profile will be updated and appear on an Update NVL User page.

The **Reset** and **Cancel** buttons are available to clear the fund entries or cancel the update operation. The **Allocate Resources** button enables you to allocate scientific and technical information search and order resources for a user in the same manner as you would allocate them for an organization.

Allocating Resources

You may allocate scientific and technical information Search Resources and Order Resources to a user when the user profile is created, or by using the **Update** link on the User Profile Mgmt menu and clicking on the **Allocate Resources** button at the bottom of the Update NVL User page. This displays an addition to the Update NVL User page—the addition displays resource information (Figure 4-13).

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Figure 4-13. Resource Allocation for User Page

Resources are separated into Search Resources and Order Resources. Resource information for the user includes a list of available scientific search and order resources; the title of each resource is a link to a page that describes the resource. The line entry for each search resource also includes two check boxes that indicate whether search and/or order capability has been allocated to the user. The line entry for each search resource includes a pull-down list from which you can choose the appropriate fund to debit when the resource is used. Available Order Resources appear in a list located below Search Resources. The line entry for each order resource includes a Debit Account pull-down list to select the appropriate account to debit when the order resource is used and check boxes to select appropriate Delivery Methods and Order Methods for that resource.

To update the information for a particular resource, do the following:

1. For Search Resources

   ◆ Use the Debit Account pull-down list to select the appropriate fund to debit when the resource is used.

   ◆ Check or uncheck the order box to enable or disable order capability for the resource.

   ◆ Check or uncheck the search box to enable or disable search capability for the resource.

2. For Order Resources

   ◆ Use the Debit Account pull-down list to select the appropriate fund to debit when the resource is used.

   ◆ Check or uncheck the appropriate Delivery Methods boxes.

   ◆ Check or uncheck the appropriate Order Methods boxes.

3. Click on the **Update Profile** button. An updated profile page will be displayed.

The **Reset** and **Cancel** buttons are available to clear the resource entries or cancel the resource allocation transaction.

Deleting a User Profile

To delete a user profile, access the User Profile Mgmt Menu and click on the **Delete** link. A pull-down list of users will appear, from which you can select the user whose profile you wish to delete. After selecting the user whose profile you wish to delete, click the **Ok** button. The Delete NVL User page will appear (Figure 4-14).

To confirm deletion of the user profile, click the **Delete Profile** button. To abort the deletion, click the **Cancel** button. Clicking the **Delete Profile** button will cause the profile to be deleted and a confirmation message to be displayed.

Figure 4-14. Delete NVL User Page

NVL Home

Profile Management

Delete NVL User

User Information

Username: ewagstaf

Organisation: NVL Admin Documentation

Status: Active

Type: End User

Last Modified: 31-May-1998 at 18:31:03

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13. ABSTRACT (Maximum 200 words)

The Navy Virtual Library (NVL) is an Internet-based system that provides customized library services to researchers through their desktop computers. Using a World Wide Web interface and secure safety layer (SSL) encryption, users may search licensed databases, buy documents, read journal articles, and observe from a remote location as a reference librarian searches on line resources for them. User profiles and organization profiles are maintained by librarians so that those resources acquired by an organization, and relevant to the user's interests, are presented on his/her dynamically generated NVL web pages. Librarians administer resources through HTML forms, which allow restriction by dollar amount, or by number of transactions, at the user level and the distribution of an organization's resources among that organization's users and suborganizations. The NVL gives a user access to professional library support from a remote site, a hotel room, or shipboard, as long as an Internet connection, a secure browser, and a supporting library exist.

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